

DATE: April 20, 2004

TO: CITY CLERK

FROM: Lee Elementary School PTA
Jackie Morgan
7710 Pandora
El Paso, Texas 79904

CITY CLERK DEPARTMENT

2004 APR 23 AM 10 09

Telephone No. (915) 587-3560
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

May 4, 2004

Item should read as follows:

Lee Elementary School PTA to hold a parade on May 8, 2004 from 9:30 a.m. to 11:00 a.m. Route: Start at
7710 Pandora (Lee School parking lot), exit parking lot on Vulcan, turn right on Howard to Sierra Vista,
turn right on Tetons to Mt. Baldy, turn left on Hercules to Pandora, and finish at Lee School Parking Lot.
Approximately 200 persons and 200 bikes will take part and 200 spectators are anticipated. (District 2)

[Jackie Morgan]

SPECIAL INSTRUCTIONS:

PERMIT #04-032

BUILDING PERMITS & INSPECTIONS USE Item No. _____

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☒ PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

☒ TXDOT

☒ STREET DEPARTMENT

☒ CIVIC CENTER

☒ COMPLETE

**REQUEST FOR TEMPORARY USE OF
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

LEE ELEMENTARY SCHOOL PTA
(Person/Organization)

Contact Person:

Name

JACKIE MORGAN

7710 PANDORA EL PASO TX 79904
Street Number City State Zip Code

915-587-3560
Telephone No.
Between 8:00 AM - 5:00 PM

2. Type of Event:

PARADE

(Moving)

☒ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: _____

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: _____

3. Date of Event:

MAY 8, 2004

Total Time of Event:

from 9:30 AM to 11:00 AM
(Time) (Time)

Time in which police traffic control services will be needed:

from 9:30 AM to 11:00 AM

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

5/4

4. Approximate number of participants:

200 Persons Vehicles Animals Other Specify: BIKES

*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 200

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

COMMUNITY PRIDE DAY, END OF SCHOOL EVENT.

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: NOT A FUNDRAISER

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

BEGIN IN SCHOOL PARKING LOT 7710 PANDORA. GO WEST ON
VULCAN, TO HOWARD. NORTH TO HERCULES. CROSS HERCULES

NORTH ON SIERRA VISTA. EAST ON TETONS, SOUTH ON MT. BALDY, CROSS HERCULES

Location of assembly area, if separate or different: SOUTH ON PANDORA TO PARKING LOT.

IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6th Floor, 541-4050, for more information.

8. Amplification devices to be used: Yes X No
Use **permitted only between the hours of 7 a.m. and 10 p.m.**

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

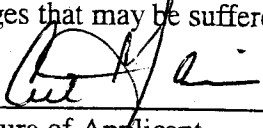
Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6th Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

THERE WILL BE NO CLEAN UP NEEDED. IF NEEDED
PTA VOLUNTEERS WILL CLEAN UP

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.


Signature of Applicant

4-20-04
Date

For LEE ELEMENTARY PTA
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: LEE ELEMENTARY SCHOOL PTA PARADE

\$15.75 Fee Paid: 0410904-1 04/20/2004 003 24
\$21.00

City Council Hearing: MAY 4, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering-Traffic Div.
☐ Highway Department
☐ Street Department
☐ Civic Center

Comments:

PERMIT

EVENT: LEE ELEMENTARY SCHOOL PTA PARADE

LOCATION PARKING LOT OF 7710 PANDORA, VULCAN, HOWARD, HERCULES,
SIERRA VISTA, TETONS, AND MT. BALOY

DATE OF EVENT: MAY 8, 2004 FROM 9:30 A.M. TO 11:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR



west



Apr. 20. 2004 10:41AM CITY OF EL PASO

No. 5126 P. 5/6

For Office Use Only

Event: LEE ELEMENTARY SCHOOL PTA PARADE\$15.75 Fee Paid: 0410904-1 04/20/2004 003 24
\$21.00City Council Hearing: MAY 4, 2004

Copy to:

☒ Police Department☒ Fire Department *MAC*☒ Sun Metro☐ Parks Department☒ Engineering-Traffic Div.☐ Highway Department☐ Street Department☐ Civic Center

Comments:

PERMITEVENT: LEE ELEMENTARY SCHOOL PTA PARADELOCATION PARKING LOT OF 7710 PANDORA, VULCAN, HOWARD, HERCULES,
SIERRA VISTA, TETONS, AND MT. BALOYDATE OF EVENT: MAY 8, 2004 FROM 9:30 A.M. TO 11:00 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

Apr. 20. 2004 10:42AM

CITY OF EL PASO

No. 5124 P. 5/6

For Office Use Only

Event: LEE ELEMENTARY SCHOOL PTA PARADE\$15.75 Fee Paid: 0410904-1 04/20/2004 003 24

\$21.00

City Council Hearing: MAY 4, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering-Traffic Div.
☐ Highway Department
☐ Street Department
☐ Civic Center

Comments:

NO
Sun Metro has no objections to
the parade.

L. Lugo 4/20/04

PERMITEVENT: LEE ELEMENTARY SCHOOL PTA PARADELOCATION PARKING LOT OF 7710 PANDORA, VULCAN, HOWARD, HERCULES,
SIERRA VISTA, TETONS, AND MT. BALOYDATE OF EVENT: MAY 8, 2004 FROM 9:30 A.M. TO 11:00 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____

Permit No.: _____

R. Alan Shubert, P.E.

BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: LEE ELEMENTARY SCHOOL PTA PARADE

\$15.75 Fee Paid: 0410904-1 04/20/2004 003 24
\$21.00

City Council Hearing: MAY 4, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering-Traffic Div.
☐ Highway Department
☐ Street Department
☐ Civic Center

Comments:

Traffic Has No Objections To Proposed
Event Traffic Control By Police Officers.

C. J. [Signature]
4/22/04

PERMIT

EVENT: LEE ELEMENTARY SCHOOL PTA PARADE

LOCATION PARKING LOT OF 7710 PANDORA, VULCAN, HOWARD, HERCULES,
SIERRA VISTA, TETONS, AND MT. BALOY

DATE OF EVENT: MAY 8, 2004 FROM 9:30 A.M. TO 11:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: LEE ELEMENTARY SCHOOL PTA PARADE

\$15.75 ☐ **Fee Paid:** _____ **0410904-1 04/20/2004 003 24**

\$21.00 ☐ _____ Date _____

City Council Hearing: MAY 4, 2004

Date _____

Copy To:

<input checked="" type="checkbox"/>	Police Department
<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	Sun Metro
<input type="checkbox"/>	Parks Department

<input checked="" type="checkbox"/>	Traffic & Trans. Dept.
<input checked="" type="checkbox"/>	Highway Department
<input type="checkbox"/>	Street Department

Comments:

The El Paso Police Department has no objections with this event.

The Department will police the event with 4 officers and 4 vehicles.

Estimated cost to city: \$300.00 Estimated cost to applicant: \$100.00

PR 04-032

PERMIT

EVENT LEE ELEMENTARY SCHOOL PTA PARADE

LOCATION: PARKING LOT OF 7710 PANDORA, VULCAN HOWARD, HERCULES, SIERRA VISTA,
TETONS. AND MT. BALOY

DATE OF EVENT: MAY 8, 2004 FROM 9:30 A.M. TO 11:00 A.M.

CITY COUNCIL ACTION: Approve Disapprove Approve w/ Mod

Date Permit Issued: _____ Permit No.: _____

Building Permits & Inspections Director

JOE WARDY
MAYOR



CITY COUNCIL

SUSAN AUSTIN
DISTRICT NO. 1

ROBERT A. CUSHING, JR.
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO
DISTRICT NO. 3

JOHN COOK
DISTRICT NO. 4

DANIEL S. POWER
DISTRICT NO. 5

PAUL J. ESCOBAR
DISTRICT NO. 6

VIVIAN ROJAS
DISTRICT NO. 7

ANTHONY COBOS
DISTRICT NO. 8

THIS IS NOT A PERMIT

April 26, 2004

Lee Elementary School PTA
Jackie Morgan
7710 Pandora
El Paso, Texas 79904

FROM: BUILDING PERMITS & INSPECTIONS

SUBJECT: Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

THIS IS ONLY A RECOMMENDATION FROM BUILDING PERMITS & INSPECTIONS TO THE MAYOR AND COUNCIL, THEY WILL MAKE FINAL DETERMINATION AT THE CITY COUNCIL MEETING, MAY 4, 2004 AT 9:00 A.M. WE RECOMMEND A REPRESENTATIVE BE PRESENT TO ANSWER ANY QUESTIONS THAT CITY COUNCIL MAY HAVE.

REQUEST:

Lee Elementary School PTA to hold a parade on May 8, 2004 from 9:30 a.m. to 11:00 a.m. Route: Start at 7710 Pandora (Lee School parking lot), exit parking lot on Vulcan, turn right on Howard to Sierra Vista, turn right on Tetons to Mt. Baldy, turn left on Hercules to Pandora, and finish at Lee School Parking Lot. Approximately 200 persons and 200 bikes will take part and 200 spectators are anticipated. (District 2) [Jackie Morgan]

RESPONSES:

NO OBJECTIONS FROM FIRE, SUN METRO, AND TRAFFIC/ENGINEERING. THE EL PASO POLICE DEPARTMENT HAS NO OBJECTIONS WITH THIS EVENT. THE DEPARTMENT WILL POLICE THE EVENT WITH 4 OFFICERS AND 4 VEHICLES. ESTIMATED COST TO CITY: \$300.00 ESTIMATED COST TO APPLICANT: \$100.00. THE OFFICE OF BUILDING PERMITS & INSPECTIONS RECOMMENDS APPROVAL.

R. ALAN SHUBERT, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR